

Message Text

UNCLASSIFIED

PAGE 01 STATE 230123

62

ORIGIN EUR-12

INFO OCT-01 ISO-00 PER-03 DODE-00 PM-04 CIAE-00 INR-07

NSAE-00 /027 R

DRAFTED BY EUR/RPM:EREHFELD

APPROVED BY EUR/RPM:HAHOLMES

EUR/EX:JTULL

DG/PER:AWORTZEL

OSD/ISA:MR. MILLER

OSD/C:MR. PAYNE

----- 041369

R 170239Z SEP 76

FM SECSTATE WASHDC

TO USMISSION NATO

UNCLAS STATE 230123

E.O. 11652: N/A

TAGS: APER, AORG, NATO

SUBJECT: US NOMINATION FOR NATO/IS VACANCIES

REF: USNATO 4125

1. YOU SHOULD SUBMIT MR. JAMES J. VILLALOBOS IN NOMINATION AS THE U.S. CANDIDATE FOR DIRECTOR OF MANAGEMENT A-7, AND DIRECTOR OF ADMINISTRATION AND PERSONNEL A-6. AS MISSION AWARE, WE HAVE MADE IT CLEAR SINCE THE SYG DECIDED THAT MR. KUNZIG SHOULD BE ELEVATED TO POSITION OF DIRECTOR OF ADMINISTRATION AND PERSONNEL, THAT WE CONSIDERED IT OF GREAT IMPORTANCE THAT THE PERSONNEL CHANGES MADE BY THE SYG WOULD NOT RESULT IN THE LOSS OF A KEY POSITION IN THE OFFICE OF MANAGEMENT/ADMINISTRATION FOR A QUALIFIED U.S. CANDIDATE. MR. VILLALOBOS HAS AN EXCELLENT BACKGROUND FOR BOTH POSITIONS, AND YOU SHOULD MAKE EVERY EFFORT TO ENSURE THAT HE IS APPOINTED.

UNCLASSIFIED

UNCLASSIFIED

PAGE 02 STATE 230123

2. WE BELIEVE THAT THE U.S., CONTRIBUTING THE BIGGEST

SHARE OF THE CIVIL BUDGET, IS ENTITLED TO HAVE ONE KEY POSITION DEALING WITH ADMINISTRATIVE/PERSONNEL MATTERS. CONGRESS IS VERY MUCH AWARE OF NATO SALARY/PERSONNEL PROBLEMS, AND IF U.S. WERE NOT REPRESENTED IN A KEY ADMINISTRATIVE/PERSONNEL POSITION, IT COULD FURTHER COMPLICATE APPROPRIATION PROCESS. IF MR. VILLALOBOS IS ACCEPTED, WE INTEND TO APPOINT HIM AS AN FSR-2.

3. THE FOLLOWING IS A SUMMARY OF BIOGRAPHIC DATA:

MR. VILLALOBOS' BACKGROUND INCLUDES EXTENSIVE EXPERIENCE IN KEY POSITIONS DEALING WITH ADMINISTRATION IN GENERAL AND PERSONNEL MANAGEMENT, BOTH IN THE U.S. AND IN SOME 11 COUNTRIES (BELGIUM, FRANCE, GERMANY, ITALY, PORTUGAL, LIBYA, TURKEY, GREECE, SPAIN, MOROCCO AND BRAZIL).

MR. VILLALOBOS, WORKING FOR THE CIVIL SERVICE COMMISSION WAS FROM JANUARY 1974 TO THE PRESENT TIME THE EVALUATION SYSTEMS MANAGER FOR 18 OF THE LARGEST AND MOST COMPLEX AGENCIES OF THE FEDERAL GOVERNMENT WITH ONE MILLION EMPLOYEES ASSIGNED. HE IS RESPONSIBLE FOR APPRAISING AND OVERSEEING THE ADMINISTRATION OF THE RESPECTIVE PERSONNEL MANAGEMENT EVALUATION SYSTEMS AND ASSURING THE INTEGRITY OF THE SUBSTANTIVE PERSONNEL MANAGEMENT PROGRAM

FROM 1967 UNTIL 1973, MR. VILLALOBOS SERVED IN THE POSITION OF CHIEF OF THE PUBLIC ADMINISTRATION DIVISION AND VARIOUS OTHER POSITIONS WITH THE U.S. AGENCY FOR INTERNATIONAL DEVELOPMENT MISSION IN BRAZIL. HE WAS RESPONSIBLE FOR MANAGEMENT OF TRAINING, DIRECTED PUBLIC ADMINISTRATION OF HUMAN RESOURCES, MANAGEMENT OF LOANS AND GOVERNMENT FUNDS, TRAINING IN COMMUNITY DEVELOPMENT PROGRAMS, AND WAS PROJECT MANAGER FOR THE AMERICAN INSTITUTE FOR FREE LABOR DEVELOPMENT. HE PLANNED, MANAGED AND CARRIED OUT ADMINISTRATIVE AND TRAINING PROGRAMS, AIMED AT IMPROVING BASIC ORGANIZATION MANAGEMENT STRUCTURES, AND THE TRAINING AND PLACEMENT OF QUALIFIED PERSONNEL TO MANAGE TECHNICAL DEVELOPMENT PROJECTS. IN COLLABORATION WITH BRAZILIAN REGIONAL, STATE AND MUNICIPAL REPRESENTATIVES, PROPOSED MODIFICA-

UNCLASSIFIED

PAGE 03 STATE 230123

TIONS OF MANAGEMENT DELIVERY SYSTEMS, RESULTING IN BETTER CONTROLS AND MORE ECONOMIC AND EFFICIENT OPERATIONS. HE WORKED DIRECTLY WITH MAYORS TO ASSIST THEM IN IDENTIFYING THEIR PERSONNEL AND MANAGEMENT NEEDS AND SET UP THEIR PERSONNEL AND TRAINING PROGRAMS. DIRECTED MANAGEMENT REVIEWS, AND CANDIDATE INTERVIEWS AND SELECTION. HE WAS FREQUENTLY GUEST LECTURER AND A ROUND-TABLE DISCUSSION LEADER ON MUNICIPAL AS WELL AS DEVELOPMENT ADMINISTRATIO

IN GENERAL, WITH SCHOOLS OF PUBLIC AND BUSINESS ADMINISTRATION STUDENTS FROM THE FEDERAL UNIVERSITIES IN BRAZIL PLANNED AND COORDINATED THE ACTIVITIES OF AMERICAN INSTITUTE OF FREE LABOR DEVELOPMENT AND PARTNERS OF THE ALLIANCE PROGRAM IN NORTHEAST BRAZIL.

FROM MAY 1966 TO MARCH 1967 MR. VILLOBOS WAS RESPONSIBLE FOR SALARY AND WAGE MATTERS FOR CIVILIAN EMPLOYEES OF THE DEPARTMENT OF THE AIR FORCE. HE MONITORED THE LOCALITY WAGE SURVEY PROGRAM FOR THE AIR FORCE AND REPRESENTED THE AIR FORCE IN THEIR DEALINGS ON SALARY AND WAGE PROBLEMS WITH THE DEPARTMENT OF DEFENSE, AND THE U.S. CIVIL SERVICE COMMISSION.

FROM DECEMBER 1960 TO MAY 1966, MR. VILLALOBOS WAS A PERSONNEL OFFICER AT THE U.S. AIR FORCE HEADQUARTERS IN EUROPE AND WAS RESPONSIBLE FOR PLANNING, MANAGEMENT AND DIRECTION OF MANPOWER/PERSONNEL PROGRAMS FOR APPROXIMATELY 10,000 NON-US AND 1200 US EMPLOYEES OF THE U.S. FORCES IN SPAIN, MOROCCO, TURKEY, ITALY, LIBYA, GREECE, SAUDIA ARABIA AND PAKISTAN. HIS DUTIES INCLUDED DEVELOPMENT OF THE REGULATORY FRAMEWORK OF THE EMPLOYEES' TRAINING, MANAGEMENT, POSITION CLASSIFICATION, PAY, BUDGETING, TRANSPORTATION, HOUSING, LOGISTICS SUPPORT, TESTING AND ADMINISTRATION. HE FREQUENTLY REPRESENTED THE UNITED STATES AT MEETINGS WITH FOREIGN OFFICIALS, MINISTRIES OF LABOR AND OTHER AGENCIES OF HOST GOVERNMENTS, FOREIGN TRADE/LABOR UNIONS, AMERICAN AND OTHER EMBASSIES AND OFFICIALS OF GERMANY, ITALY, FRANCE AND GREAT BRITAIN TO DEVELOP AGREEMENTS AND CONDITIONS COVERING THE EMPLOYMENT OF LOCAL PERSONNEL. HE WAS THE PRINCIPAL SPOKESMAN AND NEGOTIATOR OF EMPLOYMENT CONDITIONS AND RESOLUTION OF CRITICAL PROBLEMS SUCH AS WORK STOPPAGES, LABOR CLAIMS

UNCLASSIFIED

UNCLASSIFIED

PAGE 04 STATE 230123

AND LABOR SUITS. NEGOTIATIONS WERE CARRIED OUT IN EITHER FRENCH, ITALIAN, SPANISH OR PORTUGUESE.

MR. VILLALOBOS WAS SUPERVISORY POSITION CLASSIFIER FOR THE AIR FORCE IN PARIS, FRANCE, FOR FIVE MONTHS IN 1959, AT WHICH TIME HE WAS PROMOTED TO THE POSITION AT WIESBADEN, DESCRIBED ABOVE. DURING THE PARIS ASSIGNMENT HE CHAIRED THE U.S. FORCES' MEETINGS WITH FRENCH OFFICIALS IN NEGOTIATION AND DEVELOPMENT OF THE EMPLOYMENT CONDITION FOR THE 35,000 LOCAL EMPLOYEES OF THE U.S. FORCES IN FRANCE.

FROM 1955 TO 1958, MR. VILLALOBOS HAD SIMILAR POSITIONS AT TERCEIRA, AZORES, PORTUGAL, AND AT SCOTT AIR FORCE BASE ILLINOIS.

HE HOLDS A B.S. DEGREE, WITH SOME GRADUATE WORK COMPLETED
IN PUBLIC ADMINISTRATION.

HE IS FLUENT IN FRENCH, SPANISH AND PORTUGUESE.

HABIB

UNCLASSIFIED

NNN

Message Attributes

Automatic Decaptioning: X
Capture Date: 01 JAN 1994
Channel Indicators: n/a
Current Classification: UNCLASSIFIED
Concepts: n/a
Control Number: n/a
Copy: SINGLE
Draft Date: 17 SEP 1976
Decaption Date: 01 JAN 1960
Decaption Note:
Disposition Action: n/a
Disposition Approved on Date:
Disposition Authority: n/a
Disposition Case Number: n/a
Disposition Comment:
Disposition Date: 01 JAN 1960
Disposition Event:
Disposition History: n/a
Disposition Reason:
Disposition Remarks:
Document Number: 1976STATE230123
Document Source: CORE
Document Unique ID: 00
Drafter: EREHFELD
Enclosure: n/a
Executive Order: N/A
Errors: N/A
Film Number: D760352-0143
From: STATE
Handling Restrictions: n/a
Image Path:
ISecure: 1
Legacy Key: link1976/newtext/t19760948/aaaabops.tel
Line Count: 176
Locator: TEXT ON-LINE, ON MICROFILM
Office: ORIGIN EUR
Original Classification: UNCLASSIFIED
Original Handling Restrictions: n/a
Original Previous Classification: n/a
Original Previous Handling Restrictions: n/a
Page Count: 4
Previous Channel Indicators: n/a
Previous Classification: n/a
Previous Handling Restrictions: n/a
Reference: n/a
Review Action: RELEASED, APPROVED
Review Authority: vandyklc
Review Comment: n/a
Review Content Flags:
Review Date: 03 AUG 2004
Review Event:
Review Exemptions: n/a
Review History: RELEASED <03 AUG 2004 by schaeafaj>; APPROVED <13 AUG 2004 by vandyklc>
Review Markings:

Margaret P. Grafeld
Declassified/Released
US Department of State
EO Systematic Review
04 MAY 2006

Review Media Identifier:
Review Referrals: n/a
Review Release Date: n/a
Review Release Event: n/a
Review Transfer Date:
Review Withdrawn Fields: n/a
Secure: OPEN
Status: NATIVE
Subject: US NOMINATION FOR NATO/IS VACANCIES
TAGS: APER, AORG, NATO
To: NATO BRUSSELS
Type: TE
Markings: Margaret P. Grafeld Declassified/Released US Department of State EO Systematic Review 04 MAY 2006